

TOWN OF BROOKFIELD - APPLICATION FOR EMPLOYMENT

PARKS & RECREATION DEPARTMENT

P.O. Box 5106, 100 Pocono Road, Brookfield, CT. 06804

“We are an equal opportunity employment company. We are dedicated to a policy of non-discrimination in employment on any basis including race, creed, color, age, sex, religion, national origin, or physical defects”.

Date of Application_____

NAME:

Last

First

Middle

ADDRESS:

PHONE #:

SOCIAL SECURITY #

Referred by:

EMPLOYMENT: Position Desired _____ Permanent: ☐ Temporary ☐ FT ☐ PT ☐

Date Available:_____ Are you employed now? _____ May we contact your present employer?_____

Have you applied to the Town before? _____ When? _____

EDUCATION:

Circle # of Years completed	Name & Location of School	Years Attended	Date Graduated	Subjects Studied/ Degree Awarded
High School 0 1 2 3 4/GED				
College 1 2 3 4				
College 5 6 7 8				
Trade, Business or Correspondence School				

Technical/Professional Licenses: Type:_____ Number:_____ State:_____

Date:_____ Current?_____

Internships: Type:_____ Facility Name:_____ Dates:_____

Special Study/Skills:_____

EMPLOYMENT HISTORY: List and describe your work experience. Begin with most recent position first. Include title changes when applicable.

Dates Month/Year	Name & Address of Employer	Position Title	Final Salary	Reason for leaving
From:				
To:			hr/wk/mo/yr	
From:				
To:			hr/wk/mo/yr	
From:				
To:			hr/wk/mo/yr	
From:				
To:			hr/wk/mo/yr	
From:				
To:			hr/wk/mo/yr	

Volunteer Experience: _____

Professional Affiliations: _____

U.S. Military Service: _____ **Rank:** _____ **Presently in National Guard or Reserves?** _____

REFERENCES:

Name	Address/Phone	Business	Years Known

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This application is not a contract of employment between the Town, and any person, nor does it give any person the right to continue in the employment of the Town for any specified period of time. In the absence of a Union Contract, Written Contract, a Public Policy Violation, and/or a Civil Rights Violation, employment may be terminated with or without cause or notice at any time, at either my option or that of the Town of Brookfield.

All employees are employed-at-will. No management representative has any authority to enter into any agreement, either oral or written, for continuing employment for any specific period of time, or for any particular term or condition of employment except the Chief Elected Official of the Town of Brookfield, and only if such agreement is made in writing and signed by the Chief Elected Official of Brookfield, subject to approval by the Board of Selectmen. All employees are subject to a defined probationary period, which may, at the Town's discretion or by mutual agreement with a Union, if applicable, be extended. During the probationary period, employment may be terminated without notice at any time and for any reason.

In the processing of this employment application, I authorize the Town to contact my references in order to verify the facts furnished regarding my character and qualifications. I hereby release any such persons from liability of any nature in connection with the furnishing, receipt or use of such information. In conjunction with this application, I further authorize the Town to request a background report to be prepared which will include information regarding my current and previous employment and education.

I understand that as a condition of my consideration for employment with the Town, I may be required to undergo a urinalysis drug test. I also understand that it is the Town's policy not to hire an applicant who receives a confirmed positive drug test result. The urinalysis will be performed by an authorized medical facility, which will interpret the drug test results. A positive result will be confirmed by a second test with the same sample. The results will be disclosed to the Town's Human Resources staff. I will be given a copy of any positive urinalysis drug test result. I have read and understand the above statement and voluntarily consent to undergo a urinalysis as a condition of my consideration for employment with the Town.

In the event that I am offered and accept employment with the Town, I will be asked to provide information certifying my employment eligibility in order to comply with requirements of the Immigration and Naturalization Service (INS). Employment is conditioned upon providing the required documentation in a timely manner.

I affirm that I have read the above information and have answered all questions completely and accurately. I understand that any omissions or falsification of information on this application or any resume will be grounds for rejection of my application, revocation of my offer and/or dismissal from my position at any time after employment has begun.

Date:_____ Signature:_____

Date Received_____